



## RESIGNATION FORM

I hereby give notice that I am voluntarily resigning from my employment position with the City of Surprise. The reason I am leaving is:

- ☐ Retirement
- ☐ Relocation
- ☐ Better Pay
- ☐ Better Advancement Opportunity
- ☐ Return to school
- ☐ Opportunity Closer to Home (Same Work)
- ☐ Pursue new Type of Work/Career Change
- ☐ Personal Reasons
- ☐ End of Temporary Assignment
- ☐ Other Not Listed: \_\_\_\_\_
- ☐ Prefer Not to Answer

My last day of work will be: \_\_\_\_\_

\_\_\_\_\_  
Employee Name:  
(Please Print)

\_\_\_\_\_  
Department:  
(Please Print)

\_\_\_\_\_  
Employee Signature:

\_\_\_\_\_  
Date: